



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

April 12, 2013

TO: Mark J. Saladino
Treasurer and Tax Collector

FROM: Wendy L. Watanabe
Auditor-Controller

A handwritten signature in cursive script, reading "Wendy Watanabe", is written over the printed name and title.

SUBJECT: **TREASURER'S FEBRUARY 11, 2013 CASH COUNT**

Pursuant to Government Code Sections 26920 and 26922, the accounts and records of the County Treasurer are examined each quarter. The first phase of these examinations is counting the Treasurer and Tax Collector's (TTC) teller and vault cash, and electronic transit/bus cards.

We conducted a surprise cash count as of the close of business on February 11, 2013. The teller cash, vault cash, and electronic transit/bus cards we counted agreed with TTC's records (see Attachment).

We thank TTC personnel for their cooperation; it resulted in a smooth and efficient cash count. Please call me if you have any questions, or your staff may contact Robert Smythe at (213) 253-0101.

WLW:JLS:RS:TK

Attachment

c: Audit Committee

**LOS ANGELES COUNTY TREASURER AND TAX COLLECTOR
SCHEDULE OF COUNTED CASH
AS OF THE CLOSE OF BUSINESS ON FEBRUARY 11, 2013**

TAX COLLECTOR – REGULAR REVOLVING FUND

<u>Description</u>	<u>Per Review</u>	<u>Per TTC's Records</u>	<u>Overage (Shortage)</u>
Change fund Assignments:			
Teller #1	\$ 300.00	\$ 300.00	\$ 0.00
Teller #2	300.00	300.00	0.00
Teller #3	300.00	300.00	0.00
Teller #4	300.00	300.00	0.00
Teller #5	300.00	300.00	0.00
Teller #6	300.00	300.00	0.00
Teller #7	300.00	300.00	0.00
Teller #8	300.00	300.00	0.00
Total Change Fund	2,400.00	2,400.00	0.00
Cash on Hand	2,400.00	2,400.00	0.00
Receipts & Miscellaneous	0.00	0.00	0.00
TOTAL	\$ 4,800.00	\$ 4,800.00	\$ 0.00

TREASURER AND TAX COLLECTOR'S CASH

<u>Location/Description</u>	<u>Per Review</u>	<u>Per TTC's Records</u>	<u>Overage (Shortage)</u>
Vault Cash	\$ 2,689.00	\$ 2,689.00	\$ 0.00
Total Collections	249,334.00	249,334.00	0.00
TOTAL	\$ 252,023.00	\$ 252,023.00	\$ 0.00

OTHER COLLECTIONS

<u>Description</u>	<u>Per Review</u>	<u>Per TTC's Records</u>	<u>Overage (Shortage)</u>
Miscellaneous Collections	\$ 0.00	\$ 0.00	\$ 0.00
MTA Inventory: Transit Access Passes	<u>154.00</u>	<u>154.00</u>	<u>0.00</u>
TOTAL	<u>\$ 154.00</u>	<u>\$ 154.00</u>	<u>\$ 0.00</u>

AUDITOR-CONTROLLER
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